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Next 1 Page(s) In Document Denied

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**1 OCTOBER 1984**

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Weekly Report

Directorate of Administration

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- Office of Medical Services recently participated in the Fourth Annual Terrorism Seminar hosted by the North Central Texas Council of Governments in Dallas, Texas.

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- The Directors of Security and Communications attended a 24 September meeting at the White House, chaired by Kenneth DeGraffenreid, to discuss the security of office equipment being used by Executive Branch agencies overseas.

Directorate of Science and Technology - See tab.

Directorate of Intelligence - See tab.

National Intelligence Council

- NIO/Europe (Col. George Kolt) chaired a coordination meeting of NFIB Representatives for NIE 29.2-84: Turkey: An Uneasy Transition to Democracy.
- The following estimates will be presented at NFIB on 2 October 1984: NIE 85/4-84: The Cuban Military Buildup: Options for Castro; NIE 11/20-6-84: The Warsaw Pact Non-Nuclear Threat to Conventional Air Bases in Central Europe; and SNIE 73/5-84: Trends in South Africa's Nuclear Security Policies and Programs.

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- NIO/SP (Lawrence Gershwin) briefed Henry Kissinger and Fred Ikle, Under Secretary of Defense for Policy, on Soviet strategic force status and developments.

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Office of General Counsel

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Office of Inspector General

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Office of Comptroller - No report.

Office of Legislative Liaison

- Democratic Senators and HPSCI staff are indicating an ~~intense interest and concern in the circumstances regarding John Horton's resignation.~~ OLL anticipates detailed questioning. Senator Moynihan's and Leahy's concerns, subsequently, were satisfied by Bob Gates directly.
- Agency review of the SSCI Death Squad Report, Executive Summary, has been completed and forwarded to the SSCI in reclama. OLL review of the more detailed body of the report is not due back to them until 15 October.
- On ~~2 October, DO and DI witnesses will participate in a HPSCI hearing on the Beirut Embassy bombing.~~ DIA as well as State will also participate in the hearing. Agency witnesses will be called on to review the intelligence available prior to 20 September concerning threats to the U.S. Mission. We will also be asked for an assessment of what can be done by the CIA to improve our coverage of the terrorist target.

Public Affairs Office - See tab.

Upcoming Calendar

DCI out of city through 5 October.

- 2 October - NFIB Meeting (Acting DCI)
  - Executive Committee Meeting: Retirement (ExDir)
- 4 October - Meeting with Assistant to the President for National Security Affairs (Acting DCI)
- 5 October - Breakfast with Secretary of Defense (Acting DCI)
  - Lunch with Secretary of State (Acting DCI)

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S E C R E T

DDA 84-0046/38  
28 September 1984

MEMORANDUM FOR: Acting Director of Central Intelligence

FROM: Harry E. Fitzwater  
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 28 September 1984

1. Progress reports on tasks assigned by the DCI/DDCI:

None.

2. Items/events of interest:

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b. The joint efforts of the Offices of Finance, Communications and Security have resulted in the installation of equipment that will allow the Office of Finance to provide required monthly reports to be sent direct to the Department of Treasury. The Electronic Funds Transfer of vendor payments is the next step in a number of automated Department of Treasury efforts to improve the efficiency of their functions.

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e. On 20 September, the Office of Logistics participated in a briefing for the OMB Examiner to CIA on bailment of property from the Department of Defense. Recent media allegations prompted a request by the OMB Examiner for an indepth briefing of the Agency's bailment program. The briefing went well and the OMB Examiner appeared satisfied with the results.

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g. During the period 24 - 26 September, Office of Medical Services representatives participated in the Fourth Annual Terrorism Seminar hosted by the North Central Texas Council of Governments in Dallas, Texas.

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i. The Directors of Security and Communications attended a 24 September meeting at the White House, chaired by Kenneth De Graffenreid, to discuss the security of office equipment being used by Executive Branch agencies overseas.

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k. One Overseas Security Support Branch officer served as an Emergency Reaction Team member investigating the terrorist bombing at the American Embassy Annex in Beirut.

l. Two representatives from the Classification Review Division, Office of Information Services, completed a TDY to the Eisenhower Presidential Library to review files for possible declassification. The material reviewed was from the Operations Coordinating Board covering the period from 1954 through 1957. Approximately 25 percent of the reviewed files were not releasable because of continuing CIA interest.

m. The National Archives and Records Service (NARS) has accepted the Agency's request to transfer the second increment of OSS records. The Information Management and Resources Division (IRMD) is making arrangements with th Office of Logistics to transfer the entire 110 cubic feet of records to NARS in a single shipment.

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p. On 19 September, the first phase of the SOVA move from [redacted] Building was completed. Over 3,400 boxes of classified material and 195 positions were moved. Movers worked Friday evening and Saturday, moving ten truckloads of classified material and 39 truckloads of furniture.

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q. Effective 24 September, [redacted] has taken over custodial responsibility of all offices on the 7th floor. Due to the occupants of these areas, the following schedule applies:

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- (1) Vaulted areas are cleaned in the afternoon.
- (2) Certain other non-vaulted areas are cleaned after 1700 hours.
- (3) The offices of the DCI, DDCI, DDI, DDA, and DDO are done after 2000 hours.
- (4) As part of a general housecleaning, and to finalize our relationship with GSA, over 500 open work orders have been closed out.

r. The Office of Logistics reports that the ~~temporary parking lot~~ containing 1,300 spaces is nearing completion and is scheduled to be turned over to the Agency ~~for employee use on 3 October~~. An employee bulletin announcing this new parking and new access routes to this lot will be distributed on 1 October. These new 1,300 spaces are required to replace the approximately 1,300 spaces being deleted so that construction of the parking garage can begin.

3. Significant activities anticipated during the coming week:

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Harry E. Fitzwater

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